



UNIVERSITY OF THE PHILIPPINES MANILA

The Health Sciences Center

8F Philippine General Hospital Complex Taft Ave., Ermita, Manila 1000, Philippines

Website: www.upm.edu.ph

26 March 2021

- TO : The Academic Community of UP Manila
Faculty Members
Administrative Staff, REPS
Students
Alumni
- THROUGH : The Respective Deans, PGH Director, NIH Executive Director,
Chancellor's Management Team, Heads of Academic and
Administrative Offices
- SUBJECT : **CALL FOR NOMINATIONS FOR THE NEXT DEAN OF THE
COLLEGE OF MEDICINE (CM)**

The Search Committee for the Next Dean of the College of Medicine is now actively conducting the search for qualified nominees to the position of the next dean. In connection with this, the committee is accepting nominations until **9 April 2021**.

NOMINATION PROCESS

A. Who May Nominate

The following may submit nominations:

- 1) Personnel of CM and all other units of UP
- 2) Students of CM and all other units of UP
- 3) Others from outside of the CM
- 4) Any interested candidate

B. Who May Be Nominated

The nominee must possess the following minimum qualifications:

- 1) Commitment to academic freedom and the values and ideals of the University
- 2) Distinction or outstanding academic credentials in the nominee's chosen field of expertise
- 3) Filipino citizen
- 4) Leadership qualities and administrative or managerial capability
- 5) Must be willing to serve
- 6) Must consider resource generation an important function of the position

The nominee need not be a faculty member at the time of his/her nomination. Should he/she be appointed, he/she must have a faculty appointment.

Deans and directors may serve for two (2) terms. Only in highly exceptional cases will they be allowed a third term (BOR 1020th meeting, 25 April 1989).

C. ***Nomination Papers and required documents to be submitted to the Office of the Vice Chancellor for Academic Affairs. (Deadline: 9 April 2021, 5:00 PM)***

- 1) A nomination letter, legibly signed, which explains how the nominee qualifies as dean.
- 2) Signed conforme of the nominee
- 3) The nominee's COMPLETE curriculum vitae (See Appendix A for the content)
- 4) A 3-page summary of nominee's curriculum vitae
- 5) A paper describing the nominee's flagship projects. ***The submission of a vision paper is not required.***
- 6) A summary of the nominee's most significant qualifications and achievements

Send the above-mentioned documents through email: upm-ovcaa@up.edu.ph.

Note: Since we are choosing an academic leader, what counts is not the number of signatories to a nomination but the reasons given for endorsing a nominee.

A signature campaign, is therefore, discouraged

The nominees/candidates will present their flagship projects in a Public Forum on **19 April 2021, 9:00 AM – 12:00 PM**. After the Public Forum, the search committee will interview the nominees on **23 April 2021**.

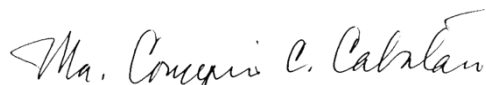
The different sectors of CM (Faculty, Administrative Staff/REPS, Students, and Alumni) are encouraged to express any issues/concerns during the public forum.

The Timetable for the Search of the Next Dean of CM is found in Appendix B

DISSEMINATION OF THIS CIRCULAR

The following are requested to disseminate this Circular to ensure the widest participation of all concerned:

Deans, Chancellor's Management Team, Heads of Offices, Heads of Sector Organizations, Chairs of Student Councils, Class Presidents, Editors of Newsletters, Editor of The Manila Collegian, Director of IPPAO, Presidents of Alumni Associations and Director of Alumni Affairs.



MARIA CONCEPCION C. CABATAN, PhD
Chair
Search Committee for the Next Dean of CM

Noted:



CARMENCITA D. PADILLA, MD, MAHPS
Chancellor

cc: Atty. Roberto M.J. Lara
Secretary of the University & of the Board of Regents

Appendix A

CONTENT OF THE NOMINEE'S COMPLETE CURRICULUM VITAE

A. Personal Data

1. Name
2. Date and place of birth
3. Nationality/Citizenship
4. Address
5. Telephone Nos. – residence, office & cellular, e-mail
6. Name, age, educational degrees of spouse and children

B. Teaching Accomplishments

1. Education and continuing professional advancement
2. Titles of classroom/laboratory/ward instructional materials, syllabi, workbooks, modules, course guides produced and used for the improvement of teaching.
3. List of books, chapter in books, professional articles (other than research)
4. List/description of creative works
5. Speaking engagements (state title of talk, venue, occasion and date)

C. Research Accomplishments

1. List of published researches
2. List of unpublished researches
3. List of ongoing researches

D. Administrative Accomplishments

1. List and description of administrative achievements in support of teaching, research or patient service
2. List of involvement in department/college committees

E. Service / Extension

1. Accomplishments in Extension Work and Community-Oriented Activities
2. Accomplishment in Specialty Societies
3. Accomplishments in Socio-Civic Organizations with Special or National Relevance

F. Other Accomplishments (Creative, Innovative Output or Invention and Meritorious Accomplishments; May include poetry, fiction, musical composition, essay, plays, exhibits and others)

Appendix B

TIMETABLE

Search for the Next Dean of the College of Medicine (CM)

| ACTIVITY | DATE/TIME/VENUE |
|--|--|
| Start of Call for Nomination | 26 March 2021 (Friday) |
| Deadline for submission of nomination papers and required documents | 9 April 2021 (Friday), 5 pm |
| Announcement of Nominees | 12 April 2021 (Monday) |
| Public forum and presentation of flagship projects of the nominees | 19 April 2021 (Monday), 9:00 AM – 12:00 PM Venue: Zoom Meeting |
| Sectoral consultations (Students, Administrative Staff/REPS, Faculty, and Alumni) | 21 April 2021 (Wednesday) Admin/REPS – 1:00 PM – 2:00 PM Faculty – 2:00 – 3:00 PM Students – 3:00 – 4:00 PM Alumni – 4:00 – 5:00 PM Venue: Zoom Meeting |
| Interview of nominees by the Search Committee | 23 April 2021 9:00 AM – 12:00 PM Venue: Zoom Meeting |
| Submission of the Report of the Search Committee to the Chancellor | 31 May 2021 |